

AREAS FOR POTENTIAL QUESTIONS

1. Strategy for personnel reductions, past, present, and future. How decided. Personnel ceilings. Contract ceilings.
2. Changing role of the Agency in Government.
3. The impact of the energy crisis. External influences which are impacting on the Agency. Economic conditions. Energy conservation measures by OL.
4. The role of the Management and Services Directorate in the Agency. WEC statement at Records Conference about DDM&S "managing the Agency."
5. The effect of reductions on DDM&S mission and functions. The size of the directorate in the future.
6. The Directorate overseas posture, and what it looks like in the future.
7. The direction of DDM&S in the Equal Employment Opportunity Program. What are we really accomplishing for Blacks and females?
8. The effect on the Directorate in not having the Comptroller's Office.
9. The need for more timely financial information worded for top management to plan financial resources. The role of the budget office in this.
10. Reducing administrative paperwork so that the offices can accomplish their primary missions with fewer people.
11. The Letter of Instruction (LOI) exercise and the way it was handled. Their relationship to fitness reports; progress on Agency-wide implementation; reasons for different LOI completion target dates for other directorates.
12. A discussion of OJCS computer system plans for the DDM&S offices. Establishment of priorities. Improvement of ADP. The role of GSA on ADP procurement.
13. The image of the Management and Services Directorate. The need to get support aspects recognized in the decision-making process. Our general direction.

14. The rotational assignment concept--between offices and directorates. The need for one career service.
15. The acquisition of ISAS and the Historical Staff.
16. Management by Objective. Motivation/Communication. Application at Headquarters and overseas.
17. The functional review exercise in DDM&S. The role of the Associate deputies in this review.
18. The tendency of the Agency to be more open, and the indications that the days of special exemptions are a thing of the past.
19. Air proprietaries status.
20. Relations with State, Pentagon, White House. Our relationships with other operating components--the DDO umbrella over the Agency.
21. A need for more or less training. Should career management be a self-initiated process?
22. A two-tier system for management and services career personnel. Specialists versus generalists in a changing Directorate.

*Bol W.*

Possible Topics for State of the Directorate

1. Management philosophy of the DD/M&S.
2. Changing role of the Agency in the Government -- How does it differ in the 70's from the 60's and 50's? What is it likely to be in the 80's?
3. Role of this Directorate in the Agency -- past, present, future.
4. MBO - Progress and outlook. Where we are and where we are going.
5. Personnel reductions -- past, present, future.